

2009/10
PUBLIC LIBRARY STAFF EDUCATION PROGRAM
Frequently Asked Questions

For New Applicants

Question:

On the application you ask for the list of courses to be taken. I'm not sure if the courses I want to take will be offered during the upcoming sessions. What should I do?

Answer:

List the courses you intend to take. We realize that the courses you list may not be offered during a given semester and that other courses may have to be substituted.

Question:

I'm not planning to start library school until the Spring semester. Can I still submit an application now, or do I have to wait until next year?

Answer:

Since the grant year covers Summer 2009 through the Spring 2010 academic sessions, you can apply for funding now to cover tuition reimbursement for the upcoming Spring session.

Question:

Is there a limit to the number of years for which I can receive funding under this program?

Answer:

Yes. Five years is the maximum.

Question:

The application doesn't ask for how much tuition I hope to get reimbursed for. Where do I put that information on the application?

Answer:

The amount of tuition you are eligible to request reimbursement for in 2009/10 will be calculated by State Library staff based upon the library school program you indicated your would be attending, and the number of courses you plan to undertake.

Question:

If I'm selected to receive a tuition reimbursement award, and ultimately don't enroll in the total number of courses for which I received an award, can I use the leftover money for reimbursement of books?

Answer:

No. Under this program you can only be reimbursed for your tuition.

Question:

I am pursuing my degree through an out-of-state library school program. Does the \$5,000 reimbursement cap apply to me also?

Answer:

Yes. The maximum \$5,000 reimbursement cap per year applies to everyone receiving awards under the Public Library Staff Education Program.

Question:

I'm attending an out-of-state program which has a satellite campus here in California (for example, Drexel University's Sacramento program, or the University of North Texas' Northridge program). If I were selected to receive an award, at what rate would I be reimbursed for?

Answer:

Although the program may have a California satellite campus, you would be reimbursed at the distance education rate, and the \$5,000 reimbursement cap per year would apply.

Question:

The tuition rates listed in the application packet for the previous year are lower than the rates listed on my library school's website for the previous year. Are your rates wrong?

Answer:

No. Under this program, only the basic university course fee is reimbursable. Other semester/quarter fees, such as student union fees, document fees, etc. are not reimbursable. Fees associated with specific courses, such as computer lab fees are also not reimbursable.

Question:

If I receive tuition reimbursement, will I have to pay taxes on it?

Answer:

If you are selected to receive tuition reimbursement, you should discuss this issue with your library administration.

For Past Program Recipients

Question:

I'm a past recipient. Can I submit the same essay I submitted last year?

Answer:

Review the essay you submitted last year. If your goals have not changed, you may resubmit the same essay. However, if your goals have changed, you must submit an updated essay.

Question:

Can I submit the same recommendation letters as the previous year if nothing has changed since then?

Answer:

No. You must submit updated recommendation letters. If the writer of the letter elects to use basically the same text as in the previous year's letter, that is his or her prerogative. However, the date of the letter must indicate that the letter is an updated letter.

Question:

I am pursuing my degree through an out-of-state library school program, with a California satellite campus location.. Does the \$5,000 reimbursement cap apply to me also?

Answer:

Yes. The maximum \$5,000 reimbursement cap per year applies to everyone receiving awards under the Public Library Staff Education Program.

Question:

I've received PLSEP funding for the past 4 years, but for personal reasons, am forced to take a one-year leave of absence from my studies. I plan to resume my studies next year. But it means it will be my sixth year of working toward completion of my MLIS. Will I still qualify to receive PLSEP funding when I resume my studies next year?

Answer:

Yes. You cannot receive more than 5 years of tuition under this program. You only received four years of funding up to this point in time, and will not be receiving any tuition reimbursement during your leave from the program.